

**THE COMMITTEE OF BAR EXAMINERS  
OF THE  
STATE BAR OF CALIFORNIA**



**INSTRUCTIONS FOR APPLICANTS WHO TOOK BUT  
DID NOT PASS THE FEBRUARY 2005 BAR  
EXAMINATION AND WHO INTEND TO TAKE THE JULY 2005  
GENERAL BAR EXAMINATION OR ATTORNEYS' EXAMINATION**

**DATE:** Tuesday, Wednesday and Thursday, July 26, 27 and 28, 2005  
**TIME:** Morning and Afternoon on Tuesday, Wednesday and Thursday

**Beginning Monday, May 23, 2005** you may file an application online for the July 2005 California Bar Examination, through the Admissions portion of the State Bar's Web site at [www.calbar.ca.gov/admissions](http://www.calbar.ca.gov/admissions). Applications are also available from the State Bar's Office of Admissions or may be downloaded from the website.

Important Dates and Deadlines for the July 2005 California Bar Examinations for applicants who took but did not pass the February 2005 Bar Examination and who intend to take the July 2005 General Bar Examination or Attorneys' Examination:

Timely Filing	June 7, 2005
Withdrawal Deadline (30 days after timely filing)	July 7, 2005
Withdrawal Deadline (35 days after timely filing)	July 12, 2005
Final Filing Deadline	June 15, 2005
Change of Address	June 15, 2005
Exam Type Change Request (for Atty.Appl. Only)	June 15, 2005
Testing Accommodations Petitions Final Filing Deadline	June 15, 2005
Test Center Change Request	June 15, 2005
Laptop Certification Deadline	July 1, 2005
Final Eligibility Deadline	July 12, 2005
Final Deadline to Withdraw from Examination	July 12, 2005

**TEST CENTERS**

Applicants must select the test center as well as the city in which they wish to take the examination. Only a limited number of applicants can be accommodated at each test center. Priority of assignment to the test centers will be based upon the time of receipt of **completed** applications. When the test center given first preference is full, the second choice or third choice will be assigned. If all three choices are full, the applicant will be assigned to the closest available test center. Eligibility for test centers will be restricted as indicated below.

Smoking is prohibited at test centers located in buildings that do not allow smoking in accordance

with state law.

Applicants should carefully select the test center at which they wish to take the examination and enter the name on the line and the code in the boxes provided on the application form.

Applicants wishing to change the test center to which they have been assigned must submit a written request and such request must be received in the Los Angeles Office of Admissions no later than the test center change deadline.

**Only** those applicants with permanent disabilities who have previously been granted testing accommodations and who wish to request the exact same accommodations should select a testing accommodations test center (those with a code number starting with an “S”). Selection of a testing accommodations test center initiates the request for testing accommodations for this administration of the examination but does not guarantee assignment to that test center. All other applicants with disabilities should select from the non-testing accommodations test centers listed below. If after filing the application form, applicants are granted accommodations, in most cases, they will be assigned to a testing accommodations test center in the general area of their first choice.

**LOS ANGELES AREA . . . . . ELIGIBILITY OPEN**

Ontario Convention Center  
2000 Convention Center Way  
Ontario

Code W400 (Writers)

Ontario Convention Center  
2000 Convention Center Way  
Ontario

Code L400 (Laptop Computers)

Pasadena Convention Center  
300 East Greet Street  
Pasadena

Code L102 (Laptop Computers)

Radisson Hotel - LAX  
6225 Century Blvd.  
Los Angeles

Code S001  
Testing Accommodations

**Restricted to Applicants with Permanent Disabilities Previously Granted Accommodations**

**SAN DIEGO . . . . . ELIGIBILITY - Restricted to San Diego Area Residents**

Town & Country Resort & Convention Center  
500 Hotel Circle North  
San Diego

Code W302 (Writers)

Town & Country Resort & Convention Center  
500 Hotel Circle North  
San Diego

Code L302 (Laptop Computers)

Sheraton Four Points Hotel  
8110 Aero Drive  
San Diego

Code S301  
Testing Accommodations

**Restricted to Applicants with Permanent Disabilities Previously Granted Accommodations**

**SAN FRANCISCO/OAKLAND BAY AREA**

ELIGIBILITY OPEN

San Mateo Exposition Center  
2495 South Delaware Street  
San Mateo

Code W620 (Writers)

Oakland Convention Center  
1001 Broadway  
Oakland

Code L600 (Laptop Computers)

Crowne Plaza Hotel  
1177 Airport Blvd.  
Burlingame

Code S623  
Testing Accommodations**Restricted to Applicants with Permanent Disabilities Previously Granted Accommodations****SACRAMENTO**

ELIGIBILITY OPEN

Sacramento Convention Center  
1400 "J" Street  
Sacramento

Code W705 (Writers)

Sacramento Convention Center  
1400 "J" Street  
Sacramento

Code L701 (Laptop Computers)

Sacramento Hilton Inn  
2200 Harvard  
Sacramento

Code S706  
Testing Accommodations**Restricted to Applicants with Permanent Disabilities Previously Granted Accommodations**

INQUIRIES REGARDING THE STATUS OF AN APPLICATION SHOULD BE DIRECTED TO THE LOS ANGELES OFFICE OF ADMISSIONS. IT IS REQUESTED THAT SUCH INQUIRIES BE MADE IN WRITING RATHER THAN BY TELEPHONE.

**FEES FOR THE EXAMINATION****ALL APPLICANTS MUST PAY THE REQUIRED FEES.**

1. California Bar Examination Fee  
General Applicants ..... \$464.00  
Attorney Applicants ..... \$674.00
2. Laptop Computer Fee (Applicable only if using laptop computer) ..... \$104.00  
Late Laptop Computer Fee (Request received subsequent to filing application) ..... \$15.00

If you are downloading the application form, the payment coupon must be detached from the application form and completed. Please fill in your name, registration (social security) number, amount paid, and indicate application type. The coupon and appropriate fees must be attached to the front of the application.

### **TIMELY FILING DEADLINE**

To avoid payment of a late filing fee, an application must be received in the Admissions' offices or be postmarked on or before the timely filing deadline which is **June 7, 2005**.

### **LATE FILING INFORMATION**

In addition to the application fee, all applications received or postmarked between the dates listed below must be accompanied by a late filing fee:

DATES	LATE FILING FEES
June 8, 2005 through June 15, 2005	\$ 50.00

To be accepted, an application and fees must be received by the Office of Admissions or postmarked on or before the final filing deadline. Applications postmarked after the final filing deadline will not be accepted.

### **COMPLETION OF APPLICATION**

Before filing the application, please check to see that all questions have been answered, the application is signed and the correct fee is included. Any application not meeting these requirements is considered incomplete and will not be considered filed until it is brought to a complete status. If an application is considered incomplete, a completion fee of \$20.00 will be required, in addition to any late fees applicable at the time the application is brought to a complete and filed status. Applications that are not brought to a complete and filed status within 60 days of receipt, or the final eligibility deadline will be abandoned. No refund of fees will be paid in the event an application is abandoned.

Send completed application with the appropriate fees and payment coupon to:

Office of Admissions  
The State Bar of California  
Dept. 7143  
Los Angeles, CA 90088-7143

**DO NOT SEND CERTIFIED MAIL OR ANY OTHER SPECIAL METHOD OF DELIVERY TO THE ABOVE ADDRESS. Applications sent "CERTIFIED MAIL" or any other special method of delivery must be addressed to either Los Angeles or San Francisco as listed below:**

Office of Admissions  
The State Bar of California  
180 Howard Street  
San Francisco, CA 94105-1639

Office of Admissions  
The State Bar of California  
1149 South Hill Street  
Los Angeles, CA 90015-2299

### **APPLICATION ACKNOWLEDGMENT**

An application acknowledgment letter will be sent 2-4 weeks after receipt of an application. Applicants who do not receive an acknowledgment letter should contact the Office of Admissions. If you will be taking the examination using a laptop computer, instructions regarding the certification of your laptop computer are available online at [www.calbar.ca.gov/admissions](http://www.calbar.ca.gov/admissions).

## RETURNED CHECKS

**A charge of \$20.00 will be assessed when checks are not negotiated by the entity upon which they are drawn and are subsequently returned. Any late filing fee in effect at the time the check is covered will also be required.**

STOPPING PAYMENT ON A CHECK, DISHONORING A CHECK OR CONTESTING A CREDIT CARD CHARGE DOES NOT CONSTITUTE WITHDRAWING FROM AN EXAMINATION. APPLICANTS WHO DO SO WILL BE REQUIRED TO RETURN THE FEES AND PAY ANY ADDITIONAL FEES REQUIRED WITH A MONEY ORDER OR CASHIER'S CHECK PRIOR TO BEING ALLOWED TO TAKE ANY FUTURE EXAMINATION.

## WITHDRAWALS/ABSENCES

In order to withdraw from the examination, you may use the Withdrawal Form (on page 13) or send a letter to the Los Angeles Office of Admissions. An applicant who withdraws from this examination, is absent, or is deemed ineligible, is subject to the same filing deadlines as first-time applicants. For the February 2006 General Bar/Attorneys' Examinations, to be administered February 21, 22 and 23, 2006, the deadline for timely filing is November 1, 2005; applications for that examination will be available online at [www.calbar.ca.gov/admissions](http://www.calbar.ca.gov/admissions) on October 3, 2005.

An applicant who withdraws from the examination and subsequently wishes to reinstate his/her application will be required to pay the late filing fee in effect at the time of reinstatement. Applicants cannot be reinstated after the final filing deadline.

The transfer of fees from one examination to another is prohibited.

Refunds requested due to hospitalization, death of a relative, or call to active duty in the armed forces of the United States will be considered in accordance with the Committee's policy. A copy of the policy and forms are on the Admissions portion of the State Bar's website at [www.calbar.ca.gov/admissions](http://www.calbar.ca.gov/admissions) or upon request.

## GENERAL BAR EXAMINATION AND ATTORNEYS' EXAMINATION

The July 2005 General Bar Examination will have three parts: a six-question essay examination, the Multistate Bar Examination (MBE), and two performance tests (PT). The parts of the examination may not be taken separately, and California does not accept the transfer of MBE scores from other jurisdictions. On Tuesday and Thursday, applicants will have three hours to answer each set of three essay questions and three hours for each PT. The MBE will be administered on Wednesday.

The examination for those applicants who have applied for and are eligible to take the Attorneys' Examination will be administered on Tuesday and Thursday. It will consist of the six essay questions and two PTs from the General Bar Examination.

**Applicants admitted for the Attorneys' Examination will not be permitted to take the Multistate Bar Examination.** Written notification of an attorney's decision to take the General Bar Examination instead of the Attorneys' Examination or to take the Attorneys' Examination instead of the General Bar Examination must be received in the Office of Admissions on or before **final deadline for Exam Type Change Request**. It will not be possible to allow a change after that date, and **applicants must pass the examination assigned.**

The *Rules Regulating Admission to Practice Law In California (Rules)* permit an attorney admitted in another United States jurisdiction to qualify to take the Attorneys' Examination if he or she has been

admitted as an active member in good standing of the bar of the admitting state or jurisdiction for at least four years immediately preceding the first day of the administration of the California Bar Examination for which the applicant applied. If an attorney was formerly not eligible to take the Attorneys' Examination but now is, this should be indicated on the front of the application form.

In order to prevent an untimely filing, supporting documents may be submitted separately.

Applicants should retain a copy of their completed application for reference.

A NEW APPLICATION MUST BE COMPLETED AND FILED with the appropriate fees for each examination. Unless additional formal study is undertaken, further proof of law study need not be filed.

### **THE USE OF LAPTOP COMPUTERS**

Applicants wishing to use laptop computers must select a laptop computer test center and pay the additional non-refundable fee. This includes applicant with disabilities who elect to use a computer. Applicant must furnish their own laptop computers. Applicants preliminarily assigned to laptop computer test centers must be certified no later than the laptop certification deadline. Applicants may get certified with ExamSoft 7 days after their application is received by the Office of Admissions. To access the certification information, applicants will be required to go to [www.examsoft.com/calbar](http://www.examsoft.com/calbar). The process will not be available until the applicant's examination application has been entered into the State Bar's computer system. Final assignment to a laptop test center will be done on a first-certified basis.

To use a personal laptop computer during administration of the examination, applicants must be willing to do the following:

- Bring a laptop personal computer that has ExamSoft's SofTest software pre-installed and that has been registered by the final certification deadline. The software will be available for downloading from a designated website in advance of the examination;
- Have an IBM compatible laptop computer with the following minimum specifications: a Pentium 200 Mhz Processor or industry equivalent, 25 megabytes of free hard disk space, 24 megabytes of Ram, Windows 98, ME, 2000, NT or XP Operating System, and Internet Explorer 5.0 or higher;
- Have had experience working with the computer and the software prior to administration of the examination;
- Be willing to begin and/or continue with the examination by writing in the event there is a malfunction with the computer, software, disks or other technical difficulties; and,
- Be willing to sign a waiver at the test center during the first morning of the examination confirming that the conditions for participating in the program are understood, i.e., prior experience working with the software, writing the examination if the software or computer is not working, and that the Committee assumes no liability in the event there is a malfunction of the software or equipment, etc.

If the correct software has not been pre-installed and applicants have not been certified with SofTest by the established deadline, they will not be allowed to use their computers and they will be required to take the examination at an alternate test center.

Upon conclusion of each session of the examination, applicants' answers will be printed using printers provided by the State Bar's Office of Admissions. Applicants will be allowed to use the entire timed portion of the examination for writing their examination answers. Applicants will not be allowed to review their printed examination answers following conclusion of each session, and only unsuccessful applicants will be allowed to view their answers after results have been released.

Applicants wishing to take the examination on a laptop computer are encouraged to apply online at [www.calbar.ca.gov/admission](http://www.calbar.ca.gov/admission) to avoid any delays in being certified. Applicants that are not certified by the laptop certification deadline will not be allowed to take the examination by laptop computer and will be transferred to a writing test center.

## EXAMINATION ADMINISTRATION RULES AND POLICIES

Failure to follow oral and written instructions while the examination is in session will result in notice to the Committee of Bar Examiners (Committee) of a violation of examination rules in accordance with Rule XII, *Rules Regulating Admission to Practice Law in California (Rules)*. Conduct that results in a violation of security or disrupts the administration of the examination, which includes, but is not limited to, carrying unauthorized items into the examination room, writing or typing after time has been called, looking at another applicant's papers, talking while the examination is in session, being abusive to other applicants, staff, proctors and/or other examination personnel, could result in notice to the Committee of a violation of examination rules or, in some cases, dismissal from the examination test center. Applicants are expected at all times to maintain a professional attitude toward other applicants, staff, proctors and other examination personnel. Behavior that is disruptive will be reported to the Committee for possible consideration in connection with an applicant's moral character determination.

**Only the following items are allowed into the test centers** without prior approval:

- |   |  |
|---|--|
| 1. The examination materials distributed  | 12. Braces   |
| 2. Pencils or pens  | 13. Inhalers   |
| 3. Silent analog watches, timers and clocks not measuring larger than 4"X4" inches or smaller | 14. Crutches   |
| 4. Rulers   | 15. Wheelchairs  |
| 5. Paper clips  | 16. Casts  |
| 6. Highlighters   | 17. Hearing aids   |
| 7. Back Support   | 18. TENS Units   |
| 8. Up to two pillows without cases  | 19. Eyeglasses   |
| 9. One book stand   | 20. Ear plugs or plastic material normally associated with the sport of swimming |
| 10. One foot rest   | 21. Feminine hygiene items   |
| 11. Splints   | 22. Medicine   |
|   | 23. Wallets  |

Applicants who wish to bring items into an examination test center that are not listed above must file a request for testing accommodations using the appropriate Committee forms, which must be filed in conformance with Committee policies no later than the testing accommodations petition final filing deadline. Permission to use specific items will not be granted as a matter of convenience or preference.

## TEST CENTER ENVIRONMENT

While every effort will be made to keep the temperature of the test center at an appropriate level, applicants should be prepared for either warm or cold temperatures. Additionally, efforts will be made to keep the test center quiet, but there may be forces outside the control of the Committee so that such an environment cannot be guaranteed. Applicants should come prepared to accommodate other noises, such as those made by other applicants taking the examination, equipment inside or outside the test center that may make sounds while operating, other meetings or conventions in the same facility, etc. Ear plugs are strongly recommended.

## CHANGES OF ADDRESS

To change an address, the request must be **in writing and an applicant must establish proof of his or her identity** by providing a photocopy of one of the following documents, driver's license or other identity document maintained by the Department of Motor Vehicles, passport, marriage certificate, copy of court order, adoption certificate, and military identification card. Address changes received after the deadline for change of address most likely will not be reflected on the admittance card.

## EATING AND DRINKING PROHIBITED

Applicants are not permitted to bring beverages and/or food into the examination rooms.

## ACCOMMODATIONS FOR APPLICANTS WITH DISABILITIES

Applicants who previously applied for the California Bar Examination and have been granted testing accommodations for permanent disabilities and wish to have **exactly** the same testing accommodations for this examination, need only to answer "YES" to both testing accommodations questions. If additional documentation is required, the applicant will be contacted by the San Francisco Office of Admissions.

All applicants with disabilities who wish to request testing accommodations for the first time, different or expanded accommodations than previously granted, or for temporary disabilities must submit a petition, separate from the application form, on the Committee's forms by the final filing deadline for testing accommodations petitions. **Deadlines will not be extended.**

The Committee's policies, procedures and forms to file a new, different or expanded petition for testing accommodations are available through the Admissions portion of the State Bar's website at [www.calbar.ca.gov/admissions](http://www.calbar.ca.gov/admissions), or upon request.

All applicants who request to use a laptop computer are required to pay the appropriate non-refundable fee. **Applicants with disabilities may request a refund of the laptop computer fee by filing documentation that supports the use of such equipment as it directly relates to their disabilities.**

Applicants with disabilities are encouraged to make arrangements for testing accommodations well in advance of an examination and should file a petition no later than at the time an application to take an examination is filed.

Testing accommodations are available to individuals with a mental or physical disabilities as defined under Rule XVII of the *Rules*. Depending on the nature of the disability, accommodations may include assistants (i.e. readers, helpers, etc.), wheelchair access, permission to dictate, customized timing, separate testing room, customized examination materials (i.e. braille, large print, etc.), and permission to bring and use specific items or medical aids. The Committee does not offer or recommend to any applicant specific types of accommodations. The applicant and his/her physician/specialist should request what they think is necessary to allow the applicant to compete on an equal basis with all other applicants.



**Petitions without the required documentation will not be considered complete until all necessary documentation is received, which must be no later than the final filing deadline. Subsequent requests for testing accommodations and new petitions for testing accommodations received after the final filing deadline will not be processed for the July 2005 administration of the California Bar Examination.**

### **MULTISTATE PROFESSIONAL RESPONSIBILITY EXAMINATION**

In addition to passing the California Bar Examination, applicants for admission to practice law in California must take and pass the Multistate Professional Responsibility Examination (Rule VIII of the *Rules*). The passing score on the Multistate Professional Responsibility Examination in California is an unrounded, scaled score of 79.00. **A separate application must be filed for that examination, which is only available through the National Conference of Bar Examiners.**

It is necessary for an applicant to request that the National Conference of Bar Examiners report his/her score to California. **Simply being a California applicant or resident will not cause this to occur. To ensure the accurate reporting of scores, an applicant's California registration as a law student number** (which is your social security number) **is required on the score report form.** For applications and other information, please contact the National Conference of Bar Examiners on their website at [www.ncbex.org](http://www.ncbex.org) or:

#### **NATIONAL CONFERENCE OF BAR EXAMINERS**

MPRE Application Department  
Post Office Box 4001  
Iowa City, IA 52243-4001  
PHONE: (319) 337-1287

### **SCOPE OF THE CALIFORNIA GENERAL BAR EXAMINATION AND ATTORNEYS' EXAMINATION**

The examinations are structured so that applicants may be required to answer questions involving issues from all of the subjects listed below.

- |                       |                                |                          |
|-----------------------|--------------------------------|--------------------------|
| 1. Civil Procedure    | 6. Criminal Law and Procedures | 10. Remedies             |
| 2. Community Property | 7. Evidence                    | 11. Torts                |
| 3. Constitutional Law | 8. Professional Responsibility | 12. Trusts               |
| 4. Contracts          | 9. Real Property               | 13. Wills and Succession |
| 5. Corporations       |                                |                          |

### **INSTRUCTIONS REGARDING PROFESSIONAL RESPONSIBILITY**

Performance tests and/or essay questions may test knowledge of the California Rules of Professional Conduct, relevant sections of the California Business and Professions Code, and leading federal and state case law on the subject in addition to the ABA Model Rules of Professional Conduct and ABA Model Code of Professional Responsibility. Professional responsibility issues may be included in conjunction with any subject tested on the examination. The Multistate Professional Responsibility Examination is a separate requirement for admission to practice law in California.

## **INSTRUCTIONS REGARDING WILLS AND SUCCESSION**

Applicants are expected to be familiar with the following provisions of the California Probate Code and understand California Law in the specific areas noted:

### **Division 2. General Provisions**

Part 1. Effect of Death of Married Person on Community and Quasi-community Property, Sections 100-103

Part 3. Contractual Arrangements Relating to Rights at Death, Sections 140-147, 150

Part 5. Simultaneous Death, Sections 220, 222-224

Part 6. Distribution Among Heirs or Beneficiaries, Section 240

### **Division 6. Wills and Intestate Succession**

#### **Part 1. Wills**

Chapter 1. General Provisions, Sections 6100, 6101, 6104, 6105

Chapter 2. Execution of Wills, Sections 6110-6113

Chapter 3. Revocation and Revival, Sections 6120, 6121, 6123

#### **Part 2. Intestate Succession, Sections 6400-6402**

#### **Part 3. Family Protection**

Former Chapter 5. Spouse and Children Omitted from Will, Former Sections 6560-6562, 6570-6573 [for decedents dying prior to January 1, 1998]

### **Division 11. Construction of Wills, Trusts, and Other Instruments**

Part 1. Rules for Interpretation of Instruments, Sections 21105, 21109, 21110, 21137

Part 6. Family Protection: Omitted Spouses and Children [for decedents dying on or after January 1, 1998]

Chapter 2. Omitted Spouses, Sections 21610-21612

Chapter 3. Omitted Children, Sections 21620-21623

## **UNIFORM COMMERCIAL CODE**

The following provisions of the Uniform Commercial Code should be used where pertinent in answering the essay questions:

- a. All of Article 1;
- b. All of Article 2;
- c. Those provisions of Article 9 concerning Fixtures

## **MULTISTATE BAR EXAMINATION**

The National Conference of Bar Examiners (NCBE) issues a "Bulletin of Information for Applicants" concerning the Multistate Bar Examination (MBE). The MBE tests six subjects: Constitutional Law, Contracts, Criminal Law, Evidence, Real Property, and Torts. Please refer to the "Subject Matter Outline" in that Bulletin for information on the scope of coverage of the Multistate Bar Examination. This bulletin can be downloaded from the NCBE website at [www.ncbex.org/pub.htm](http://www.ncbex.org/pub.htm).

## **MORAL CHARACTER DETERMINATION**

In addition to passing the required examinations, applicants seeking admission to practice law in California must file an Application for Determination of Moral Character. The application is a separate form and initiates the moral character review process. This application may be filed at any time but applicants should be aware that the review process is very time consuming and can take up to 180 days to complete. Applicants are not eligible for admission until a positive moral character determination has been made and all other admission requirements have been met.

In accordance with Rule VI, Section 7 of the *Rules*, after receiving a positive moral character determination and until they have taken the attorney's oath and been admitted to the State Bar of California, applicants have a continuing duty to notify the Committee of Bar Examiners in the event there is a change or addition to the information previously furnished on the moral character determination application. A positive moral character determination is valid for twenty-four (24) months from the date of the initial determination. To extend this time period, applicants must file an Application for Extension of Determination of Moral Character before the then current validity period expires and receive a positive moral character determination from the Committee.

## **CHILD SUPPORT STATE LICENSING MATCH SYSTEM**

Applicants who have met all other requirements but who have been certified by the State Department of Social Services as being in non-compliance with court ordered child or family support will not be certified to the Supreme Court as qualified to practice law in California unless the appropriate release has been obtained. See Rule II, Section 6 of the *Rules*.

## **TIME LIMITATIONS FOR ELIGIBILITY FOR CERTIFICATION**

No applicant shall be eligible for certification to the Supreme Court of California for admission to practice law unless such certification shall have been made and the applicant shall have taken the attorney's oath of office within five years after the last day of the California Bar Examination at which the applicant was successful, unless for good cause in a particular case the Committee extends such time limitations.

## **RULES REGULATING ADMISSION TO PRACTICE LAW IN CALIFORNIA**

The Application to Take the California Bar Examination will be processed in accordance with the *Rules*. You may access the *Rules* through the Admissions portion of the State Bar's website at [www.calbar.ca.gov/admissions](http://www.calbar.ca.gov/admissions), or you may request a copy from the Office of Admissions.

## FURTHER COMMUNICATION

All inquiries must be submitted in writing to the appropriate address listed below. This will enable the staff to review your file prior to responding and provide for precise rather than generalized responses. If an inquiry relates to a genuine emergency and requires immediate attention, the telephone numbers listed are provided for assistance in such circumstances.

### OFFICE OF ADMISSIONS THE STATE BAR OF CALIFORNIA

180 Howard Street  
San Francisco, CA 94105-1639

1149 South Hill Street  
Los Angeles, CA 90015-2299

	<u>Los Angeles</u>	<u>San Francisco</u>
Recorded General Information/ Moral Character Application Request	(213) 765-1550	(415) 538-2300
Forms/Study Aids Requests	(213) 765-1520	(415) 538-2303
Law Student/Attorney Registration	(213) 765-1500	(415) 538-2303
Petitions	(213) 765-1500	(415) 538-2303
Testing Accommodations		(415) 538-2185
Other Information	(213) 765-1500	(415) 538-2303
TDD Numbers	(213) 765-1566	(415) 538-2231

The Office of Admissions is open for the transaction of business between the hours of 8:45 a.m. and 5:00 p.m., Monday through Friday, holidays excepted. Cash, cashier's checks, travelers checks, money orders and personal checks will be accepted between 8:45 a.m. and 4:30 p.m. Credit cards are accepted until 3:00 p.m. From 4:30 p.m. to 5:00 p.m. only personal checks will be accepted.

## ADMITTANCE CARDS

Admittance cards are mailed to eligible applicants beginning six to eight weeks prior to the administration of the examination. Any applicant not receiving an admittance card **at least three weeks prior to the examination**, and who has not otherwise been notified of being ineligible, must contact the Office of Admissions to secure a duplicate card.

### IMPORTANT:

Before mailing your application, please check the following:

- ☐ Is the **correct** fee included?
- ☐ Are three Test Center names and codes correctly indicated on your application?
- ☐ Is each question answered fully and completely?
- ☐ Is the application signed?

ANY SUPPORTING DOCUMENTS BEING SUBMITTED WITH THE APPLICATION SHOULD BE STAPLED TO THE FRONT COVER OF THE APPLICATION.

## WITHDRAWAL FORM

Please complete this form if you wish to withdraw from the California Bar Examination. **NOTE:** Stopping payment on a check or dishonoring a check or contesting a credit card charge does not constitute withdrawing from an examination. Applicants who do so will be required to return the fees and pay any additional fees required with a money order or cashier's check prior to being allowed to take any future examination.

Social Security #: 

--	--	--

 — 

--	--

 — 

--	--	--	--

Date of Birth: 

--	--

 — 

--	--

 — 

--	--

  
Month Day Year

### APPLICANT'S FULL NAME:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Last

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

First

Middle

### MAILING ADDRESS:

It is the applicant's responsibility to inform the Committee in writing of any address changes. All correspondence will be mailed to the current mailing address.

Check here if address change ☐

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Number/Street and Apartment Number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Address Continued

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

City or Non-USA City and Country

State

Zip (U.S.)

I, \_\_\_\_\_, hereby withdraw from the \_\_\_\_\_ California Bar Examination.  
(Month/Year)

I understand that the only refund I will be entitled to, if any, is that which is specified in the Information for Unsuccessful Applicants and if I decide to reinstate my application, I will be subject to any late filing fee applicable at that time. I further understand that if I apply for a future examination, I will be subject to the same filing deadlines as a first-time applicant.

Signed: \_\_\_\_\_

Telephone: \_\_\_\_\_

Date: \_\_\_\_\_

The Office of Admissions  
of The State Bar of California

Address Change Form

Applicant Registration Number: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First

New Address: \_\_\_\_\_  
\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip or Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

In order for the Office of Admissions of The State Bar of California to update your address in its records, this request must be accompanied by a photocopy of one piece of identification. Accepted examples: Driver's License, Passport, CA Identification Card, Military ID Card, or Birth Certificate.

☐ Identity document attached: \_\_\_\_\_

Signature: \_\_\_\_\_ Effective Date: 

--	--	--	--	--	--	--	--

  
m m d d y y

Admissions records, including address records maintained by the Office of Admissions, are confidential.

Send Form to:

The State Bar of California  
Office of Admissions  
1149 South Hill Street  
Los Angeles, CA 90015-2299

For Official Use Only

DL: \_\_\_\_\_

Passport: \_\_\_\_\_

ID Card: \_\_\_\_\_

Other: \_\_\_\_\_

**COMMITTEE OF BAR EXAMINERS  
OF  
THE STATE BAR OF CALIFORNIA  
OFFICE OF ADMISSIONS**

**SHORT FORM APPLICATION  
FOR UNSUCCESSFUL APPLICANTS FROM THE  
FEBRUARY 2005 CALIFORNIA BAR EXAMINATION WHO ARE  
APPLYING TO TAKE THE JULY 2005 CALIFORNIA BAR EXAMINATION**

Name: \_\_\_\_\_  
Last First

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Reg. No: \_\_\_\_\_  
(Social Security Number) \*

**TESTING ACCOMMODATIONS**

Are you an applicant with a disability who has or intends to petition for testing accommodations?

☐ YES ☐ NO

Have you previously applied for a California Bar Examination, have you been granted testing accommodations for a permanent disability and are you requesting **exactly** the same testing accommodations for this examination?

☐ YES ☐ NO

**CAUTION:** Petitions for new, different, or expanded testing accommodations or testing accommodations for temporary disabilities must be submitted under separate cover by the deadlines specified in the application instructions. See instructions for information.

**FEES**

See enclosed instructions for fee schedule. Application will not be deemed filed unless the proper fee is enclosed.

Application Fee	\$ .00
Laptop Computer Fee	\$ .00
Late Filing Fee	\$ .00
Total Amount	\$ .00

**APPLICANT/EXAMINATION TYPE**

I am applying as a (select one):

- ☐ General Applicant for the General Bar Examination (You may not apply as a General Applicant if you have ever been admitted to practice law in any jurisdiction, including foreign jurisdictions.)
- ☐ Attorney Applicant for the General Bar Examination (3 day examination)
- ☐ Attorney Applicant for the Attorneys' Examination (2 day examination) (Foreign attorneys are not eligible for this examination)

**ATTORNEY APPLICANTS**

Jurisdictions to which admitted:

State MO/YR State MO/YR

Have you been admitted to practice as an active member in good standing of the Bar of another jurisdiction for the past four years?

☐ Yes ☐ No

TEST CENTER CODE	LOCATION NAME
1.	
2.	
3.	

I will (select one):

☐ Handwrite ☐ Laptop Computer

**OFFICE USE ONLY**

Appl. Checked Date Entered  
(Init. & Date) (Init. & Date)

\*All applicants for admission to practice law are required to provide a social security number pursuant to Business and Professions Code Section 30 (State of California's tax enforcement provisions) and Family Code Section 17520 (Child Support Enforcement Program).

## PUBLICATION OF ANSWERS

☐ **YES**   ☐ **NO** I authorize the publication by the Committee of Bar Examiners of such of my examination answers as the Committee may select, it being understood that any publication of any of my answers will not be accompanied by any identification of the writer thereof.

☐ **YES**   ☐ **NO** I further authorize the Committee of Bar Examiners to grant to such persons or entities as the Committee chooses permission to publish such of my examination answers as the Committee selects. I understand I will not be compensated for publication of my answers by either the Committee of Bar Examiners or such persons or entities to whom the Committee grants a license.

## PLEASE SIGN THE DECLARATION BELOW

### DECLARATION

The person named as the applicant in the foregoing application and questionnaire, declares:

I have carefully read the questions in the foregoing questionnaire and have answered them truthfully, fully and completely, without mental reservations of any kind.

I hereby authorize educational or other institutions or agencies to release to the Committee of Bar Examiners (Committee) any information, files, transcripts or records requested by the Committee in connection with the processing of this application.

I further authorize the Committee to release information regarding my application to take the bar examination and my bar examination pass/fail status to the law school to which I have been or will be allocated for purposes of qualifying to take the California Bar Examination.

I hereby certify that I understand that I must comply with all of the requirements of the *Rules Regulating Admission To Practice Law in California* and I agree to the Committee of Bar Examiners' application policies, including the Refund and Fee/Withdrawal policy, instructions for application to take the California Bar Examination and the examination administration instructions and policies.

I declare under penalty of perjury under the laws of the State of California that my answers to the foregoing questionnaire and all statements made by me herein are true and correct.

I fully understand that the Committee is the sole judge of the validity of the examination and at its discretion, may determine that the result of any test or any part of any test or any individual's score is not valid. Should the Committee invalidate any part of the test, or if any individual's test is declared invalid or cannot be graded, the Committee may, at its discretion, decide to make a pass/fail decision on the basis of the valid portion of the applicant's test product available to the Committee. Should the Committee at any time determine that an insufficient test product is available upon which to base a valid pass/fail decision, the Committee may require the applicant to present himself/herself for re-testing at a place and time designated by the Committee.

**NOTE: This application is an application for taking the bar examination and not an application for moral character determination.**

Executed on \_\_\_\_\_ at \_\_\_\_\_  
(Date) (Street and Number)

\_\_\_\_\_  
(City, State, Zip)

PRINT: \_\_\_\_\_  
(Last Name) (First Name)

SIGN HERE: \_\_\_\_\_  
(Signature)



Make check payable to the State Bar of California

SEND THE COMPLETED APPLICATION, THE PAYMENT COUPON BELOW AND FEES TO:

THE STATE BAR OF CALIFORNIA  
DEPT. 7143  
LOS ANGELES, CA 90088-7143

If an applicant wishes to send the application certified with return receipt, the envelope must be mailed to the following address:

Office of Admissions  
The State Bar of California  
1149 South Hill Street  
Los Angeles, CA 90015-2299

**PLEASE DETACH PAYMENT COUPON, COMPLETE AND ATTACH IT TO THE FRONT OF THE APPLICATION WITH THE APPROPRIATE FEES**

✂ Cut Here-----PAYMENT COUPON-----

**COUPON 7**

Name: \_\_\_\_\_  
Last First

Reg No.: \_\_\_\_\_  
(Social Security Number)

Office of Admissions/The State Bar of California

Application Fee		
General Applicant:	\$464.00 (A)	_____
Attorney Applicant:	\$674.00 (B)	_____
Late Application Fees (Refer to Instructions):	\$ 50.00 (C)	_____
Laptop Computer Fee	\$104.00 (D)	_____

TOTAL PAID \_\_\_\_\_